

TOWN OF EAST HAMPTON AGENDA REPORT

Town Manager Approval: JS

Item to be presented by: Vincent Susco

DATE: June 23, 2009

SUBJECT: Adopt Public Water System Budget and Water Rates for fiscal year 2009/10

DEPARTMENT: Water Pollution Control Authority

RECOMMENDED ACTION

The Town Council adopts the 2009/2010 water operating budget substantially in the form presented and the following rate structure effective July 15, 2009.

Effective July 15, 2009 water billing rates are as follows:

- Equivalent Meter Units: \$9.30/EMU
- Commodity Charge: \$3.638/1000 gallons

BACKGROUND

The WPCA at a Special Meeting of June 16, 2009 unanimously recommended the annual Public Water System Budget (attached) and a 4.6% increase in water rates.

ALTERNATIVE ACTIONS

none

FISCAL IMPACT

The PWS budget for the Village Center and Royal Oaks Water System will require an anticipated contribution from the general fund equal to \$40,715.00.

EH: Clerks Office

AGENDA ITEM: 6A

Town of East Hampton
Water Pollution Control Authority
P.O. Box 218, 20 Gildersleeve Drive
East Hampton, Connecticut 06424-0218
Telephone (860) 267-2536, FAX (860) 267-9913

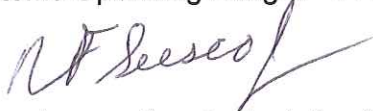
To: Members of the Town Council

XC: Town Manager, Finance Director

Date: June 17, 2009

Re: Proposed Public Water Systems Operating Budget – F/Y 2009-10

From: V. F. Susco, Jr., PUA



Attached you will find the proposed operating budget for the two (2) public water systems operated by the WPCA. This budget was recommended by the WPCA at a Special Meeting held on June 16, 2009. As with past budgets, this budget was developed based upon current operating conditions and known operational changes necessary to operate the systems as efficiently as possible.

OPERATIONS:

Town Center Water System

The operation of the TCWS has entered a new era of efficiency with the rebuilding of the water treatment plant. Gone are the days when a leak at a customer's premise would render the system inoperable.....gone are the days of notifying the Department of Health that we were required to purchase water in order to keep the system pressurized. At every WPCA meeting since the system went on line in October of 2008 we have reported that the system continues to run within parameters. This greater degree of dependability will translate into a more cost effective system.

We did receive one "Notice of Violation" from the CTDPH for the system which required notification of our customers (April 17, 2009). This reporting violation was for a 2007 water quality monitoring requirement and had no bearing on water quality.

Royal Oaks Water System

This is the fourth year of operation for the ROWS. At the present time we serve 72 residential customers. Due to the economy we anticipate it will be some time before all the homes are built. The integration of the Memorial School Water System with the ROWS has made both systems more reliable as during the year each was required to produce water to supply the other.

In November we successfully incorporated corrosion control equipment into the treatment scheme. The increase in the pH value will reduce the likelihood of further lead and copper monitoring violations.

Operation issues with the chlorine and potassium permanganate feed systems have been traced to inoperable solenoid valves and media change outs for the iron/manganese filters. Based upon current water quality and demand we anticipate this to become a routine operation every other year. Future budgets will account for this cost.

We presently are down one part time operator and anticipate that to be remedied in the near future. We have however, continued to meet Federal and State operating parameters for both systems on a 24/7 basis. We continue to employ a third party Class II Chief Operator for both water systems.

FINANCES:

Revenues for both systems are tracking behind what was projected: the VCWS water system has several properties that became vacant during the year and revenues for the ROWS are lower than projected due to lower per capita consumption and fewer customers.

As of March 31, 2009, revenues for both systems totaled \$32,605.00. On a pro forma basis revenues for this year are projected to be \$42,900.00. This number was confirmed by Finance on June 15, 2009. Revenues for the year will be approximately **\$9,500.00** under budget for both systems.

Delinquent accounts have been minimized with the institution of monthly billing however we are required to remain vigilant with our collection efforts.

As of March 31, 2009, expenditures for both systems totaled \$57,000.00. We are presently estimating expenditures to be in line with what has been budgeted for the fiscal year, i.e. \$93,895.00. We are projecting a fiscal fund deficit of **\$50,915.00** (\$93,895.00-\$42,980.00) at 6/30/09. This compares to \$75,882.00 in 2006/07 and \$55,000.00 in 2007/08. This of course would be subject to a final audit.

Expenditures for 2009/2010 have been projected to be in line with this year's expense, \$94,145.00 or 0.27% higher than last year. Revenues (with a recommended proposed increase in water rates - see below) have been estimated at \$53,430.00. Continuing with the direction received in the past, on a pro-forma basis this results in a projected annual fund deficit of **\$40,715.00** as of 6/30/10.

To mitigate future deficits and to address *future* operational concerns the Town recently adopted "Regulations for Acceptance of Public Water Systems under the Certificate of Public Convenience & Necessity" for those systems operated by the WPCA.

WATER RATE RECOMMENDATION:

Attached you will find a current *water rate comparison sheet*. This pier group contains 6 water utilities (4 municipal and 2 private). The current water rates, established last year, are \$8.75/EMU (Equivalent Meter Unit) and \$3.465/1000 gallons. The typical annual cost of water (72,000 gpy) for customers served by the Town is \$357.00. By comparison:

Average of pier group:	\$435.08
Average of 4 surrounding Towns:	\$396.90
Average of 2 CWS in EH:	\$511.44

Continuing increases in operating costs and the desire to reduce the Town's Contribution (annual fund deficit) require additional increases in both EMU (8.5%) and Commodity charge (5.0%). The annual cost of water for customers served by the Town with these new rates would be \$373.56 per year yielding an overall increase of 4.6%. Additional increases to bring Town costs in line with the pier group have been provided in the *water rate comparison sheet*.

Proposed Resolution: that the Town Council adopt the 2009/10 water operating budget substantially in the form presented and that the following rate structure be adopted effective July 15, 2009.

Effective July 15, 2009 water billing rates are as follows:

- Equivalent Meter Units: \$9.30/EMU
- Commodity Charge: \$3.638/1000 gallons

WPCA MAY 5, 2009 AGENDA ITEM #XX

Current Water Rate Costs based upon typical yearly consumption of 72,000 gallons

	Village Center	& Royal Oaks	Aquarion Water	Connecticut Water Co	Colchester Water	Portland Water	Middletown Water	Glastonbury MDC	Avg.
Annual Cost	\$ 357.00	\$ 357.00	\$ 449.75	\$ 573.12	\$ 560.12	\$ 391.92	\$ 285.74	\$ 349.80	\$ 435.08
daily avg. \$	\$ 0.98	\$ 0.98	\$ 1.23	\$ 1.57	\$ 1.53	\$ 1.07	\$ 0.78	\$ 0.96	\$ 1.19
Commodity \$	\$ 3.50	\$ 3.50	DPUC CLASS "A" 3/31/09		\$ 7.17	\$ 4.61	\$ 2.93	\$ 2.95	
Mnthly Meter \$	\$ 8.75	\$ 8.75			\$ 3.66	\$ 5.00	\$ 6.23	\$ 11.45	
rates est. 7/1/08									

Town Water Rates required to equal average of 4 surrounding towns

	Village Center	Royal Oaks	Colchester Water	Portland Water	Middletown Water	Glastonbury MDC	4 Town Avg.
Annual Cost	\$ 399.00	\$ 399.00	\$ 560.12	\$ 391.92	\$ 285.74	\$ 349.80	\$ 396.90
daily avg. \$	\$ 1.09	\$ 1.09	\$ 1.53	\$ 1.07	\$ 0.78	\$ 0.96	\$ 1.09
Commodity \$	\$ 4.00	\$ 4.00	14.29% % increase needed		Comments:		
Mnthly Meter \$	\$ 9.25	\$ 9.25	5.71% % increase needed				

Town Water Rates required to equal average of the 2 community water systems in East Hampton

	Village Center	Royal Oaks	Aquarion Water	Connecticut Water Co	2 CWS Avg.
Annual Cost	\$ 508.80	\$ 508.80	\$ 449.75	\$ 573.12	\$ 511.44
daily avg. \$	\$ 1.39	\$ 1.39	\$ 1.23	\$ 1.57	\$ 1.40
Commodity \$	\$ 5.15	\$ 5.15	47.14% % increase needed		Comments:
Mnthly Meter \$	\$ 11.50	\$ 11.50	31.43% % increase needed		



Town of East Hampton

Water Pollution Control Authority

***2009 – 2010 Public Water Systems
Operation Budget***

63-59-0000-XXXX VCWS

63-59-0590-XXXX ROWS

Recommended by WPCA: June 16, 2009

Proposed Adoption by Town Council:

June 23, 2009

East Hampton Water Pollution Control Authority
Community Water Systems Fiscal Year Budget - 2009-10

Page 1 of 3

REVENUES

Residential Consumption Estimated

	VCWS		ROWS	
Est. daily cons./unit (gals.)	350	inc.	200	red.
Mthly. consumption (gals.)	10,500		6,000	
Mthly. commodity cost (\$/1000gals.)	\$3.638	5%	\$3.638	
Monthly commodity charge (\$)	\$38.20		\$21.83	
Monthly meter cost (1EMU = \$8.75)	\$9.30	8.5%	\$9.30	
Per unit monthly cost (\$)	\$47.50		\$31.13	
Homes/units	29		75	
Estimated monthly revenue	\$1,378		\$2,335	



Est. Residential yearly revenue	\$ 16,531	\$ 28,017	\$44,547
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	Ctr. Sch.	Mem. Sch.
Monthly meter cost (15 EMU = \$9.30)	\$ 140	
daily consumption (gals/day)	1,300	
Monthly commodity charge (\$)	\$ 142	
Monthly meter cost (20 EMU = \$9.30)		\$ 186
daily consumption (gals/day)		2,500
Monthly commodity charge (\$)		\$ 273
Estimated monthly revenue	\$ 281	\$ 459

Est. Institutional yearly revenue	\$ 3,377	\$ 5,506	\$8,883
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Estimated total revenue 09/10	\$ 19,907	\$ 33,523	<u>\$53,430</u>
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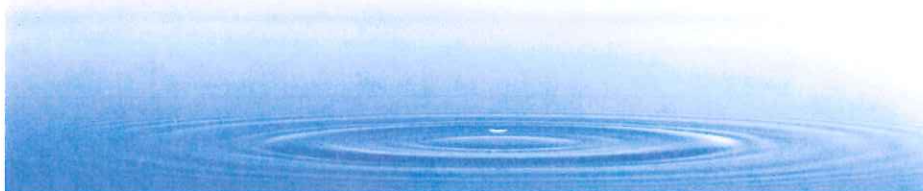
Community Water Systems Budget 2009-10

BALANCE SHEET COMBINED BUDGETS

EXPENDITURES

Page 2 of 3

	Approved 08-09 Budget	Proposed 09-10 Budget	\$ +/-	% +/-
5120 - PIT Seasonal PIR	0	0	0	
5319 - Meetings/Conf.	1,200	1,200	0	
Certification Training				
Conf./Seminars				
5330 - Prof/Tech Services	15,500	8,500	(7,000)	-82.35%
Water Quality Testing (DOHS)				
Professional Services				
Annual Auditing Reports				
5430 - Bldg & Equip. Mnt & Rep.	4,750	4,850	100	2.06%
snow plow RO by WPCA				
Generator Maintance				
misc spare parts				
5436 - Underground Tank Testing	23,040	24,922	1,882	7.55%
w/e monitoring, p/t operators				
5440 - Rental/Contract	1,000	700	(300)	-42.86%
Generator yearly inspection				
5520 - Prop/Liab Ins	2,300	2,550	250	9.80%
5530 - Communications	1,175	1,175	0	
Nextel, Telephone, Postage				
5540 - Newspaper Advertising	300	300	0	
5580 - Travel	4,015	6,000	1,985	33.08%
5590 - Other Purch. Services	9,500	10,658	1,158	10.87%
Billing Administration (est. 107 cust.)				
Flushing Water Lines				
Meter Installations				
Annual Cross Connection Report				
5611 - Office Supplies	1,000	500	(500)	-100.00%
5615 - Uniform Allowance	500	600	100	16.67%
5622 - Electricity	13,300	16,500	3,200	19.39%
5627 - Motor Fuel	900	700	(200)	-28.57%
5627 - Diesel Fuel	800	800		
5680 - Chemicals	1,900	2,325	425	18.28%
5690 - Other Supp/Materials	2,200	1,650	(550)	-33.33%
water meter purchase				
5744 - Computer Equip	700	400	(300)	-75.00%
5810 - Dues & Fees	815	815	0	
AWWA \$315.00				
CWWA \$250.00				
DEP Gen. Permit \$125.00				
5923 - Oper. Transfer to S.F.	3,500	3,500	0	0.00%
5980 - Res for Cap & NR	1,750	1,750	0	0.00%
5990 - Contingency	3,750	3,750	0	0.00%
TOTAL	93,895	94,145	250	0.27%



**Individual Water Systems Budget
2009-2010**

EXPENDITURES		<i>Page 3 of 3</i>
	TCWS	ROWS
5120 - P\T Seasonal PIR		
5319 - Meetings/Conf.		
Certification Training	300	300
Conf./Seminars	300	300
5330 - Prof/Tech Services		
Water Quality Testing (DOHS)	2,000	3,000
Professional Services	1,000	2,000
Annual Auditing Reports	250	250
5430 - Bldg & Equip. M & Rep.		
snow plow RO by WPCA		750
Plumbing repairs	300	300
Generator Maintance	300	200
spare koh/ch- mixer		3,000
5436 - Underground Tank Testing	12,461	12,461
24/7 monitoring wp/t operators		
5440 - Rental\Contract	250	450
Generator yearly inspection		
5520 - Prop/Liab Ins (Inc 5%)	1,275	1,275
5530 - Communications	550	625
Nextel, At&T, Snet,Postage		
5540 - Newspaper Advertising	100	200
5580 - Travel	3,000	3,000
5590 - Other Purch. Services	2,674	7,984
Billing Administration (est. 111 cust.)	1,914	5,904
Meter Installations (10)		600
Locate leaks fix/meter/radio	600	1,000
Flushing Water Lines 2 times a yr		400
Annual Cross Connection Report	160	80
5611 - Office Supplies	250	250
5615 - Uniform Allowance	300	300
5622 - Electricity	9,500	7,000
5627 - Motor Fuel	350	350
6522 - Diesel Fuel	400	400
5680 - Chemicals	800	1,525
5690 - Other Supp/Materials	400	1,250
water meter purchase		
5744 - Computer Equip	200	200
5810 - Dues & Fees	408	407
AWWA (1 full & 1 1/2) \$315.00		
CWWA (1 full & 1 1/2) \$250.00		
DEP Gen. Permit (2) \$125.00		
5923 - Oper. Transfer to S.F.	1,750	1,750
5980 - Res for Cap & NR	875	875
5990 - Contingency	1,875	1,875
TOTAL	44,542	60,261
	94,145	

TOWN OF EAST HAMPTON AGENDA REPORT

Town Manager Approval: 

Item to be presented by: Keith Hayden

DATE: June 23, 2009

SUBJECT: Cost analysis of bidding construction projects vs. hiring workers and renting equipment.

DEPARTMENT: Public Works

RECOMMENDED ACTION

It is recommended that the existing practice of advertising for sealed bids and hiring contractors based on the lowest bid from a qualified contractor for large construction projects continue.

BACKGROUND

At the June 9, 2009 meeting of the Town Council the suggestion was made to hire temporary construction employees and rent construction equipment in lieu of the existing practice of contracting out. For discussion purposes the recently opened bid for the Flanders Road Improvement Project is used for comparison. The same bid items and quantities are used and a thorough review has been made to anticipate the manpower and equipment that would be required for the project.

Below is the estimated minimum staffing level to complete the project. The hourly wages are the entry levels taken from the current union contract. The contract is for 17 weeks.

Labor	Qty	\$/hr	BF&O	\$/Wk	17 Wks	Drug Testing	Sick Days	Totals
Forman	1	\$20.70	\$5.18	\$1,035.00	\$17,595.00	\$200.00	\$621.00	\$18,416.00
Equipment operators	4	\$16.55	\$4.14	\$3,310.00	\$56,270.00	\$200.00	\$1,986.00	\$58,456.00
Laborers	4	\$15.37	\$3.84	\$3,074.00	\$52,258.00	\$200.00	\$1,844.40	\$54,302.40
Inspector	1	\$55.00*	\$0	\$2,200.00	\$37,400.00	\$0	\$0	\$37,400.00
Flaggers	2	\$15.37	\$3.84	\$1,537.00	\$26,129.00	\$200.00	\$922.20	\$27,251.20
Labor Total								\$195,825.60

* Based on the hourly inspection rate charged by CLA.

Below is the equipment necessary for the project. Rental rates are as quoted from Acorn.

Equipment Description	Function	Qty.	\$/Mo.	Months	Cost
Excavator	Drainage	1	\$2,700	3.0	\$8,100
Paver	Pavement	1	\$8,250	0.5	\$4,125
Grader	Subgrade	1	\$8,190	0.5	\$4,095
Roller	Subgrade and pavement	2	\$2,295	2.0	\$9,180
Mason Dump	Drainage	1	\$1,000	2.0	\$2,000
Tri-axle	Earth movement	2	\$1,500	3.0	\$9,000
Dozer	Grading	1	\$2,000	2.0	\$4,000
Guidrail Installation Truck	Guiderail	1	\$1,500	0.5	\$750
Road Saw	Cutting Pavement	1	\$666	0.5	\$333
Density Tester	Compaction	1	\$750	3.0	\$2,250
Chipper	Clearing and Grubbing	1	\$1,060	0.5	\$530
Total					\$44,363

Below is a breakdown of quantities taken from the contract documents for the Flanders Road Improvement Project. The prices are estimates of what we can expect to pay.

Materials	Units	Qty	EH Price	Totals	CAS Bid Price**	CAS Total
Maint. & Prot. of Traffic	L.S.	1	*	\$0	\$2,000	\$2,000
Clearing and Grubbing	L.S.	1	*	\$0	\$9,000	\$9,000
Sed & Erosion Control	L.S.	1	*	\$0	\$3,000	\$3,000
Excavation	CY	2500	*	\$0	\$10	\$25,000
Rock Exc. & Disposal	CY	500	*	\$0	\$70	\$35,000
Gravel Fill	CY	500	\$15.00	\$7,500	\$20	\$10,000
Subbase	CY	1300	\$20.00	\$26,000	\$25	\$32,500
Processed Base	CY	650	\$20.00	\$13,000	\$35	\$22,750
Crushed Stone	CY	50	\$25.00	\$1,250	\$40	\$2,000
2" Crushed Stone	CY	75	\$25.00	\$1,875	\$40	\$3,000
Temporary Pavement	SY	250	\$7.00	\$1,750	\$15	\$3,750
Permanent Pavement	SY	60	\$7.00	\$420	\$20	\$1,200
Bit Lip Curbing	LF	2400	\$2.00	\$4,800	\$4	\$9,600
Bit Conc Driveways	SY	4000	\$7.00	\$28,000	\$3	\$12,240
Bit. Pavement	Tons	1400	\$65.00	\$91,000	\$85	\$119,000
15 HDPE	LF	950	\$10.00	\$9,500	\$40	\$38,000
18 HDPE	LF	400	\$12.00	\$4,800	\$44	\$17,600
24 HDPE	LF	20	\$14.00	\$280	\$48	\$960
Catch Basins	Ea	22	\$400.00	\$8,800	\$1,850	\$40,700
RipRap	CY	20	\$25.00	\$500	\$50	\$1,000
Underdrain	LF	500	\$5.00	\$2,500	\$25	\$12,500
Concrete Headwall	Ea	2	\$1,500.00	\$3,000	\$2,500	\$5,000
Sedimentation Structure	Ea	1	\$2,500.00	\$2,500	\$5,000	\$5,000
Load & Seed	SY	2500	\$2.75	\$6,875	\$5	\$12,500
Erosion Control Matting	SY	650	\$1.50	\$975	\$3	\$1,950
Metal Beam Rail	LF	630	\$14.00	\$8,820	\$33	\$20,790
Concrete Block Wall	SF	1600	\$12.00	\$19,200	\$22	\$35,200
Grass Lined Swale	L.S.	1	*	\$0	\$2,000	\$2,000
Total				\$243,345	CAS Total	\$483,240

* Materials negligible, mostly labor

** Price includes Labor and Equipment

Labor	\$195,825
Materials	\$243,345
Equipment	\$44,363
Total	\$483,533

This figure initially shows a \$6,000 savings but this is not realistic. There are addition costs that are difficult to assess. Added to the above total is the unemployment compensation that the Town will have to pay after the crew is laid off after construction, administrative recruitment costs, vehicle maintenance, and fuel.

Other concerns are:

1. Can the Town get the same production rate as the Contractor from a crew that has never worked together before? If not, there will be additional labor costs that need to be added into the analysis.
2. Will highly skilled and qualified workers accept the job knowing that the plan is to lay them off after construction is completed?
3. The Town will need to hire above entry level to get qualified equipment operators. Will there be issues with the union?
4. Federal funds will require a sealed bidding process for large cost materials anyway.
5. The Federal Government will most likely take issue with the town performing the work and performing the inspection. Therefore we would need to hire a consultant to perform the inspection work. Otherwise this could be interpreted as a conflict of interest.
6. If this is the best process, how come every other town in the state isn't already doing this?
7. The above items were confirmed in a telephone conversation with the DOT.

ALTERNATIVE ACTIONS

None. A sealed competitive bid process ensures fairness and transparency in bidding.

FISCAL IMPACT

Continuing to advertise for sealed bids for large construction projects will ensure that the Town remains eligible for State and Federal funding while getting the lowest price possible.

EH: Clerks Office

AGENDA ITEM: 6B

**TOWN OF EAST HAMPTON
AGENDA REPORT**

Town Manager Approval:



Item to be presented by: Jeffery J. O'Keefe

DATE: June 23, 2009

SUBJECT: Update on Noise Control initiatives

DEPARTMENT: Town Managers Office

RECOMMENDED ACTION:

Receive report and update on noise control options

BACKGROUND

At the June 9th Council meeting a lengthy discussion took place about a possible noise ordinance and noise control or abatement options.

Staff was directed to work with the owner of Angelico's to see what could be done to control noise more effectively. Particular attention was being placed on the out door band(s) that play there from Thursday thru Sunday during the evening and on Sunday afternoons. Additional comments were made about the noise emanating from motorcycles.

The Town Manager spoke briefly with Mr. Angelico Sunday afternoon at the establishment and discussed possible options, as well as to experience first hand the amount of noise emanating from the establishment. On this particular day, there was a one man band playing mostly acoustics and the noise did not seem to be intrusive. In discussing options, with Mr. Angelico, he indicated that he is looking at building a band shell, but that it would require a site plan and zoning permits, which was affirmed by the planning department. Mr. Angelico does not anticipate a shell will be built this summer season. He did, however, indicate that he was looking at other options. He spoke briefly about hanging some "sound proof" blankets that possibly could absorb a great deal amount of sound. However, Mr. Angelico has not committed to doing this as of this writing.

For the weekend of June 13 and 14th there was one complaint for noise. And for the weekend of June 20 and 21st, there were (will have this number at the council meeting) complaints for noise.

Additionally, Town Staff has procured a noise meter and will be monitoring and reporting back to the council on noise concerns and findings from the noise meter throughout Town at a later council meeting.

ALTERNATIVE ACTIONS

None requested at this time

FISCAL IMPACT

EH: Clerks Office

AGENDA ITEM: _____



TOWN OF EAST HAMPTON

AGENDA REPORT

Town Manager Approval: JK

Item to be presented by:
Kerry Nielson, Director of Community &
Environmental Planning

DATE: June 23, 2009

SUBJECT: Update on the Orientation Manual for New Commission, Committee, & Board Members

DEPARTMENT: Building, Planning & Zoning Dept.

RECOMMENDED ACTION

1. Review the table of contents and draft of orientation document to be given to new members of town commissions, committees, and boards.

BACKGROUND

At the Town Council meeting on June 9, 2009, an update was given on the steps and timeline for the implementing the operational and organizational recommendations that came out of the "Functional Assessment Review and Recommendations Report" that was completed for the town this year by Ekman Consulting. One of the bigger recommendations that came out of the report was for the town to complete a manual or orientation type document to be one in the same for new members of any town commission or board. Attached is a draft of the document being worked on, including the table of contents. Since the document is still draft and pages aren't complete yet, please review table of contents mostly for completeness of items to be put in the manual and format of manual. The orientation manual will be given to new volunteers to be on a town board or commission. This will help them to understand what is expected and to have conformance and uniformity of procedures of commissions and boards. This orientation packet for commission members will help streamline commissions and how they function, as well as their effectiveness as an action based group within the town, and help to answer any questions on what they are charged to do for the town. Staff will continue to finish up this orientation manual and it is anticipated that a final draft of the document will be available at the Town Council meeting on July 14, 2009.

ALTERNATIVE ACTIONS

Other direction as determined by the Town Council.


FISCAL IMPACT

None

EH: Clerks Office

AGENDA ITEM: 7B

TOWN OF EAST HAMPTON AGENDA REPORT

Town Manager Approval: 

Item to be presented by: Keith Hayden

DATE: June 23, 2009
SUBJECT: Pine Brook Action Plan.
DEPARTMENT: Public Works

RECOMMENDED ACTION

It is recommended that the following Pine Brook Action Plan developed from input from Public Works, Fire and Police be adopted by the Town Council to address safety of the traveling public and local residents in the event of a flood event or unforeseen emergency. The action plan is as follows:

Pine Brook Action Plan

The Department of Public Works will continue to maintain Pine Brook Road through snow plowing, annual grading, pot hole patching and cleaning of the roadside drainage ditches. In the event that the road becomes impassible due to the physical condition of the surface (i.e. muddy conditions or surface erosion) the Public Works Department will respond immediately and repair the road to the best of their ability and open the road to traffic as soon as possible.

Residents will be advised (by existing signage and a copy of this plan) that in the event of an emergency whereby the road is flooded they are directed to call 911 and not drive over the flooded roadway.

The residents are further advised to call 911 to report any other emergencies requiring immediate response.

The Public Works, Fire and Police Departments will respond as directed to all emergencies and take appropriate action that will depend on the specific nature of the emergency.

In the event that the Town can no longer maintain the road and provide for public safety and safe access a new action will be developed addressing these issues and implemented accordingly.

BACKGROUND

Pine Brook Road has a history of flooding during recent heavy rain events. The road crosses over Pine Brook via a metal culvert that was installed some time in the past. Recently Public Works Installed guiderail along both sides of the road to protect the traveling public from the previously unprotected drop off into the brook. Signs have been installed advising people not to drive into the water should it overtop the road.

Public Works along with the Fire and Police Departments have evaluated the existing condition of the road, culvert and the guiderail and found that currently there are no inaccessibility issues and further that all residential, town, service and emergency vehicles are able to cross the culvert.

ALTERNATIVE ACTIONS

Not adopt this action plan.

FISCAL IMPACT

There is no immediate fiscal impact to the adoption of this plan.

EH: Clerks Office

AGENDA ITEM: 7C

TOWN OF EAST HAMPTON AGENDA REPORT

Town Manager Approval: OK

Item to be presented by: Keith Hayden

DATE: June 23, 2009
SUBJECT: Flanders Road Improvement Project No. 2
DEPARTMENT: Public Works

RECOMMENDED ACTION

It is recommended that the contract be awarded to the lowest qualified bidder, C.A.S. Construction Company.

BACKGROUND

On May 11, 2009 the Town solicited for bids for the Flanders Road Improvement Project No. 2. The project was advertised on the State's DAS website and eight (8) companies submitted sealed bids.

CLA Engineers Inc. reviewed the bids and has recommended that the contract be awarded to CAS Construction Co., Inc. CLA's letter dated June 15, 2009 is attached for your reference. The low bid is less than the budgeted amount of \$550, 000.

The bid results are as follows:

C.A.S. Construction Company	\$489,490.00
B&W Paving and Landscaping	\$519,411.00
American Industries, Inc.	\$572,416.40
Cherry Hill Construction	\$586,785.00
Pierce Builders	\$589,193.54
Butler Construction	\$596,420.00
Suchocki & Sons	\$596,985.58
Sullivan Paving	\$641,129.00

A detailed breakdown of the bid prices for each item is attached.

ALTERNATIVE ACTIONS

Not award the bid and re-advertise the project.

FISCAL IMPACT

\$489,490 construction costs.

EH: Clerks Office

AGENDA ITEM: 8A

Nancy Hasselman, CCMC
Collector of Revenue
Town of East Hampton

June 23, 2009

To: The East Hampton Town Council

Please find copies of tax refunds for your review. The total refunds equal \$267.01.

Thank you for your assistance.

Nancy Hasselman, CCMC

Nancy Hasselman, CCMC
Collector of Revenue

0 • 0

141 • 33 +

56 • 95 +

36 • 35 +

32 • 38 +

68 • 32 +

7 • 74 +

006

343 • 07 *